

Individual Critical Task List

79R Recruiter-S1

Officer, Rank: CPT, SI: 4T, Duty Pos: AAG, LIC: YY

Approved

01 Jun 2015

Effective Date: 01 Jun 2015

Distribution Restriction: Approved for public release; distribution is unlimited.

Destruction Notice: None

Foreign Disclosure: FD1 - This training product has been reviewed by the training developers in coordination with the Fort Knox, KY foreign disclosure officer. This training product can be used to instruct international military students from all approved countries without restrictions.

Target Audience: Officers, O-3, assigned to recruiting brigades/battalions as Admin Officer

Total Number of Tasks: 9

- **Training Domain/Location Column** – identifies the training location and the Leadership Domain (Institutional, Operational, or Self-Development) where the task is first trained to soldier training publications standards. If the task is first trained to standard in the unit, the word “OP” will be in this column. If the task is first trained to standard in the training base, it will identify, by brevity code (S-D, INST), the resident course where the task was taught.
- **Sustainment Training Frequency Column** – indicates the recommended frequency at which the tasks should be trained to ensure soldiers maintain task proficiency.
- **Sustainment Training Skill Level Column** – lists the skill levels of the MOS for which soldiers must receive sustainment training to ensure they maintain proficiency to soldier’s manual standards.

Task Number	Task Title	Training Domain / Location	Sust Tng Freq	Sust Tng SI
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Subject Area 1. Administration and Personnel Management

805K-79R-7200	Manage Personnel Evaluation System	INST	AN	0-3
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Subject Area 2. Human Resources (S1) Officer

805K-79R-7201	Manage Casualty Operations Program	INST	AN	CPT
805K-79R-7202	Manage Personnel Actions	INST	AN	CPT
805K-79R-7203	Manage Military Awards Program	INST	AN	CPT
805K-79R-7204	Manage Suspension of Favorable Personnel Actions (FLAGS) Program	INST	AN	CPT
805K-79R-7205	Perform Personnel Strength Management and Accountability	INST	AN	CPT
805K-79R-7206	Process Requests for Voluntary/Involuntary Reassignment/Reattachment from USAREC	OP	SA	CPT
805K-79R-7207	Process Financial Actions	INST	SA	CPT
805K-79R-7208	Process Semi-Centralized Promotions (Sergeant/Staff Sergeant)	OP	SA	CPT